



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Maggie Brooks
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: FOOD SERVICE SUPERVISOR

SALARY: \$24,307 - \$31,091 annually

HOURS: Varying hours, including weekends and holidays

LOCATION: Monroe Community Hospital - Dietary

JOB SUMMARY:

This is a supervisory position in the field of food preparation and service in a health care facility. Employees of this class supervise the preparation and service of regular and therapeutic meals for employees, residents and patrons. The work is performed under direct supervision of the Food Service Manager and Administrative Supervisor. Direct supervision is exercised over food service personnel in the areas of tray line, sanitation, and dish room. The Food Service Supervisor may be required to work weekends, holidays, and rotating shifts. Does related work as required.

MINIMUM QUALIFICATIONS: EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Dietetics, Food Service Management or a closely related technical field, or successful completion of sixty (60) credit hours with a minimum of fifteen (15) hours in Food Service Management; OR,
- (B) Graduation from high school or possession of a high school equivalency diploma, plus two (2) years of paid full-time or its part-time equivalent experience in large scale food service which shall have involved responsibility in the areas of food preparation, service and sanitation, one (1) year of which shall have been in a supervisory capacity.

NOTE: Large scale food service experience is earned in settings such as the following: institutional facilities, commercial catering, industrial or educational cafeterias, restaurants other than fast food or short order.

Candidates qualifying under Option (A) must submit a copy of their college transcript.

Candidates qualifying under Option (B) must submit a copy of their high school diploma.

SPECIAL REQUIREMENT(S):

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

THE FOLLOWING FACTORS WILL ALSO BE CONSIDERED:

Work and attendance record

Send Civil Service Application to:	Monroe County Human Resources Monroe Community Hospital 435 East Henrietta Road Rochester, New York 14620
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Posting Date: December 18, 2011

Posting Deadline: January 6, 2012

210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471
PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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An Equal Opportunity Employer